**January 15 2025**

Members of the Board of Aldermen met in a Regular Meeting at 6:00 PM on January 15th, 2025, at the Timbercreek Canyon Gatehouse with the following present:

Mayor: Brian Giffin

Aldermen: Dickie Haney

Mike Fuller

Janis Naiman

Jennifer Huddleston

City Secretary: Amber Satterwhite

City Manager: Max Seymour

Police Chief: John Vaught

Not Attending:

Fire Chief: Eddie Wood

Co-Treasurer: Ayne Sharp

Co-Treasurer: Elaine Dollar

Also attending: Tim Koetting, Alex Guerrero

1. **CALL TO ORDER, QUORUM CHECK AND PLEDGE OF ALLEGIANCE TO THE UNITED STATES FLAG**

The Regular Meeting was called to order at the Timbercreek Canyon Gatehouse at 5:59 PM by Mayor, Brian Giffin. Mayor Brian Giffin led the Pledge of Allegiance. Village Secretary, Amber Satterwhite, determined that a quorum was present.

1. **PUBLIC COMMENTS**

None.

1. **DISCUSS UPDATE ON THE SENIOR CENTER.**

Tim Koetting, contractor, was present to provide an update on the Senior Center. A timeline was discussed with a completion date of May 26th, 2025. Colors were chosen for the exterior of the building. Options were discussed for additional grant money. Alex Guerrero, grant administrator, was present to discuss grant specific questions and he noted that the Mayor Brian Giffin has the power granted by the board previously to make change orders for this project. Mayor Brian Giffin provided approval for the addition of curb and gutter for the parking lot in the amount of $32,527.00. Tim Koetting will get quotes for other options to bring to the next board meeting.

**4. CONSENT ITEMS – CONSIDER AND TAKE APPRORIATE ACTION ON THE FOLLOWING:**

**a) MINUTES FROM THE November 14, 2024 REGULAR BOARD MEETING**

The following changes will be made: 1) change “brining” to “bringing” on page 2, Fire Department, third from last sentence. 2) page 3 item 6 change “Janice Huddleston” to “Jennifer Huddleston”

**b) MINUTES FROM THE December 4, 2024 REGULAR MEETING**

The following changes will be made: 1) page 2, 1st paragraph, change “Janice” to “Janis”, 2) page 2, item 6, change “Janice” to Janis”

**c) VILLAGE FINANCIAL STATEMENTS FOR THE MONTH OF NOVEMBER AND DECEMBER**

Co-Treasurer Elaine Dollar provided the financial reports for November and December, copies are attached. Co-Treasurer Ayne Sharp and Co-Treasurer Elaine Dollar were not present to comment and answer questions. City Manager Max Seymour told the board that the grant money for the playground is on the way with 5% being retained until final inspection. The board had no questions concerning the financial statements.

**d) STAFF REPORTS**

1. Police Department: Chief Vaught provided a written report for November and December and was present to answer questions and comment. Copies of the reports are attached. The November report showed that the Officers conducted 86 hours of patrol. Traffic control was provided for an unauthorized semi-truck, the brush site was checked routinely, construction sites were monitored, court bailiff duties were provided, suspicious person complaint was investigated, Agency assist for a major crash on 1541, investigated a false alarm, traffic stop with a warning issued, medical call, backup for Randall County, shooting target practice call and investigation (pellet gun), junk vehicle investigation.

The December report showed 86 hours of patrol. Officers provided welfare checks, construction sites were monitored, traffic stops with warnings issued, permit question directed to Chris Haynes, removal of tree debris, Randall County agency assist, Xcel meter reader civil stand by, junk vehicle issued was resolved.

2) Fire Department:

Chief Eddie Wood provided incident reports for November and December. He was not present at the meeting for comments or questions.

3) Building Committee: One building permit was issued for the months of November and December.

4) Planning & Zoning: No update.

5) HOA Liaison Report: Alderman Janis Naiman had no update.

6) Garden Club: No update.

7) Firewise:

Mayor Brian Giffin reported that the chip site continues to be open. He will have the brush chipped and the dumpster removed for the winter. The recent snow has been very beneficial for fire concerns.

8) Emergency Management Report: No update.

9) Mayor’s Report: No report.

8) PRPC City Manager:

City Manager Max Seymour told the board that the fire truck loan has been paid off. Short discussion of the May elections.

Alderman Dickie Haney made the motion to accept the minutes as corrected and all reports as presented. Alderman Tim Satterwhite seconded the motion. The motion passed unanimously.

**5. DISCUSS VARIANCE FOR BUILDING PERMITS FOR THE MIMOSA PROPERTIES**

City Manager Max Seymour opened the discussion on the variance requested. More information will be gathered and this item will be placed on next month’s agenda.

**6. DISCUSS OPTIONS FOR GENERATOR GRANT**

Mayor Brian Giffin will gather bid information and this item will be placed on next months agenda.

**7. DISCUSS OPTION FOR PARK GRANT OUTDOOR PLAQUE**

City Manager Max Seymour provided some samples of plaques. The board offered some guidance to narrow down the options and a quote will be gathered for next meeting.

**8. BOARD MEMBER COMMENTS, ESTABLISH FUTURE AGENDA ITEMS FOR FEBRUARY 2025 MEETING.**

Alderman Dickie Haney asked where we were in the audit process. City Manager Max Seymour said that the Village is still working on locating a firm to perform one. Small buildings were discussed and the board decided to add a review of that ordinance to the March agenda. Mayor Brian Giffin scheduled a ground breaking ceremony at the Senior Center for February 8th, 10:00 AM.

The next regular meeting was set for Thursday, February 13th, 2025

1. **ADJOURN**

Janis Naiman made the motion to adjourn, Jennifer Huddleston seconded the motion, and it passed unanimously. Mayor Brian Giffin adjourned the meeting at 7:55 PM.

Mayor, Brian Giffin City Secretary, Amber Satterwhite